

March 20, 2022

Ms. Venice B. Ibañez

Department Head

Department of Consumer & Hospitality Management

Visayas State University

Visca, Baybay City, Leyte

Subject: Application Letter for Assistant Professor II

Dear Ms. Ibañez:

Greetings! May this note find you in great peace. It had come to my attention that you are looking for Assistant Professor II, thus I am writing to express my strong interest for the vacated position. I believe that I would be an outstanding candidate for the position based on my education, skills, abilities, and experiences.

I was hired as Senior High School Teacher (Provisional) at Santa Cruz National High School, District of Malitbog last January 04, 2021 – December 31, 2021. I handled the following subjects; Personal Development, Disaster Readiness and Risk Reduction, Entrepreneurship, Pagbasa at Pagsusuri ng Iba't ibang teksto Tungo sa Pananaliksik, Introduction to World Religions and Belief Systems, and Career Guidance. Despite my short stint, I was appointed as BSP Coordinator, Class Adviser, and Safety Officer for the limited face to face classes.

Moreover, I embrace any opportunity in order that I will become a better teacher every day. As a matter of fact, I am currently enrolled and earned 27 units with the post graduate degree of **Doctor of Philosophy in Education Major in Educational Program Management** at Eastern Visayas State University, Tacloban City, Leyte. I have 18 units in **Bachelor of Secondary Education** at Saint Joseph College, Maasin Southern Leyte taken last school year 2019-2020. I have earned 9 units in **Doctor in Management in Human Resources Management** for the school year 2007-2008, obtained **Master in Business Administration** last October 2007, college degree of **Bachelor of Science in Commerce Major in Marketing** last October 2004 from University of San Jose-Recoletos, Cebu City, Philippines.

Furthermore, I am eager to pursue my passion in teaching to impart my knowledge, expertise and learnings to students in order to prepare and equipped them to the real challenging tourism, hospitality, and business world. Thus, I can integrate my managerial, leadership and training & development skills to the subject(s) I am going to teach. I have vision and goals to make every student become globally competitive and help them achieve his / her full potential if I will be given an opportunity to holistically impart my experience as an Overseas Filipino Worker in Papua New Guinea as Customers Service Manager at Foodmart Limited. Likewise, I have been successful in achieving Key Performance Indicators from my former roles as Sales Manager, Retail Area Manager, Merchandising Manager and Sales & Marketing Officer from different companies which can also be applied when I will be teaching in your prestigious university.

Kindly consider my application as a sincere intent of interest for the teaching position in your school, it is hoped that I will be called anytime for an interview and teaching demonstration. Attached herewith are my other pertinent documents for your evaluation. Thank you!

Very truly yours,



Mr. Jomar A. Talisaysay
Applicant